

BCS-460 – CLASSICO RULES

July 8, 2021

Preamble

Unless otherwise stated and for the purposes of these rules, “residents” means collectively, owners, tenants, and occupants, and “a resident” means collectively, an owner, a tenant, and an occupant.

Rule No. 1: RENTAL POLICY FOR PARTY ROOM

Anyone wishing to rent the Party Room for exclusive use must adhere to the following:

1. Application:

- Only an owner of BCS-460 may make an application for exclusive use of the Party Room. If the owner has rented out his or her suite, only the registered tenant (hereinafter also referred to as “owner”) of that suite may make an application.
- An owner wishing exclusive use of the Party Room must book the room with the Building Staff.
- A \$75 fee is payable to rent the Party Room for exclusive use. This fee is non-refundable and is payable by cheque to “BCS-460”, at the time of booking.
- An owner who rents the Party Room for exclusive use must also make a \$100 refundable damage deposit by cheque to ‘BCS-460’, at the time of booking.
- An owner must sign the application form to rent the Party Room, which includes a waiver of liability and an agreement to use the room in accordance with this Rule No.1.

2. Attendance at Function

- The owner must be in attendance at the function.
- The maximum number of people in the Party Room is 60.

3. Owner’s Responsibility

- The owner is personally responsible for the conduct of all guests attending their function; the owner must ensure that all Bylaws and Rules of the Strata Corporation are fully complied with.
- This responsibility is acknowledged and accepted by signature to the contents of this application.
- Adult supervision is required in the Party Room.
- The pool table should not be moved.
- The ping-pong table may be moved, but not collapsed/folded.

4. Party Room Use Rules:

- Alcohol: If alcohol will be present in the Party Room during the function, a Party Alcohol Liability insurance policy must be purchased and be in effect during the function. (This insurance policy can be purchased from an insurance agency).

Alcohol can only be consumed within the Party Room and may not be taken outside of the Party Room.

- Entrance: An owner is responsible for the entrance of all guests into the Classico. It is not the responsibility of the Building Staff to escort an owner's guests into the Party Room.
- Property Access: Inside Classico, guests are limited to the Party Room. To respect the privacy of Classico residents, guests are not permitted to wander the premises.
- Washrooms: A washroom is available in the hallway adjacent to the Party Room.
- Decorations, streamers, banners: Nothing shall be attached to the walls or ceiling of the Party Room.
- Cooking: Cooking of meats, vegetables etc. are not permitted in the Party Room. However, cold food may be prepared and served.
- Smoking: Smoking is not permitted in the Party Room or on the Party Room balcony due to the City of Vancouver Health Bylaw No. 9535 which prohibits smoking within six (6) meters of a door, window, or air intake system.
- Music: Music, provided by reasonable home stereo equipment and other entertainment is permitted and shall be kept to a reasonable sound level in order that the nearby residents are not disturbed.
- Noise: The owner is responsible for keeping the noise in the Party Room at a level that will not result in a disturbance to nearby residents.
- Adult Supervision: An owner is responsible for ensuring that an adult over the age of 19, be in the Party Room at all times.
- Pets: No pets are permitted in the Party Room.

5. Times:

- The Party Room may be rented for period of up to five (5) hours.
- A function may not begin in the Party Room before 7:00 a.m.
- All guests must vacate the Party Room no later than 11:00 p.m.

6. Clean-up:

- The owner applicant is responsible for all clean up and for restoring the Party Room and adjacent washroom to their pre-function state to the satisfaction of the Building Staff, acting reasonable. This shall be completed by within (30) minutes of the end of the function.
- Any damage or cleaning required as a result of a function in the Party Room and the use of washroom will be charged back to the owner.

7. Questions:

- Any questions concerning the rental policy, or the use of the Party Room should be directed to the Building Staff.

8. Non-compliance:

- Repeated non-compliance with the rule may result in restricting rental of the party room.

Rule No. 2: GUEST SUITE RENTAL POLICY

Anyone wishing to rent the Guest Suite for exclusive use must adhere to the following guidelines and building rules as noted:

1. **Rate:** The rate per day to rent the Guest Suite is \$100.00. Payment for the stay must be made at the start of the stay; without payment entry will be refused. Payment must be in cash or in form of a cheque made payable to "BCS-460".
2. **Deposit:** A \$100.00 damage deposit made payable to "BCS-460" must be made when making a reservation. **THE BOOKING IS NOT CONFIRMED UNTIL THE DEPOSIT IS MADE AND THE RESERVATION FORM IS COMPLETED.** During this time, another Owner/Resident can book the Guest Suite.
3. **Term/Duration:** The maximum period the Guest Suite will be rented to an Owner/Resident is 5 days per calendar year. Additional days may be booked up to a maximum of 1 month in advance of the dates required, if available. The Owner/Resident along with the guest will check out of the room with the Building Staff by 11:00 a.m. on the last day of the booking. To aid check-in there is a one-day period between bookings to allow for cleaning and checking for damages. Check-in on the first day of the booking can be from 7:00 a.m.
4. **Maximum Occupancy:** 2 adults and 2 children. The children cannot occupy the Guest Suite without an adult (adult is someone 19 years of age or older) present or be left unattended.
5. **Room Conditions:** The Owner/Resident is required to provide pillows, bed linens and towels for the duration of the guest's stay. The room will only be cleaned prior to occupancy and after the guest leaves. The Owner/Resident and guest will do cursory cleaning of the suite at the end of the stay. Please note there is **NO SMOKING** and **NO ANIMALS** allowed. The damage deposit will be refunded after the suite has been vacated and checked for damages and any damages deducted.
6. **Cancellation Policy:** If an Owner/Resident who has made a reservation wishes to cancel the reservation, the Owner/Resident will inform the Building Staff as soon as possible. There will be a \$100.00 minimum charge if the cancellation is less than 7 days in advance, and this fee will be deducted from the damage deposit.
7. **Reservation:** All reservations will be done through the Building Staff only. The Owner/Resident will be required to complete a reservation form and agree to the regulations set out in this document.
8. **Guest Suite & Common Area Access:** A key to the suite and access fob will be provided to the guest for the duration of the stay. The guest will have access to the Owner/Resident floor, guest parking, front door, rear entrance level, fitness suite, swimming pool, meeting room and party room. The guest will be compliant with the Bylaws and Rules of the Classico during their stay and the Owner/Resident is responsible for the guest adhering to these.

9. Key & Access fob: A key and access fob will be returned to the Building Staff at the end of the stay (see no. 3 above). If a key or access fob is lost, damaged, or not returned, the Owner/Resident will be charged a \$75.00 fee, and this will be deducted from the damage deposit.
10. Television: There is a television set in the guest suite with remote control. The television is programmed to receive a selection of channels, and this cannot be altered in any way. The remote control must stay in the guest suite.
11. Non-compliance: Repeated non-compliance with the rule may result in restricting rental of the guest suite.

Rule No. 3: FITNESS CENTRE

1. All users of the Fitness Centre are requested to adhere to the Fitness Centre etiquette:
When you come to the Fitness Centre, please....

- Wear proper athletic and lower body clothing and shoes. Bare feet and socks only are not permitted.
- Make sure that drink containers have a closeable top. Do not leave containers on the floor.
- Personal stereos and radios without earphones are not permitted in the fitness center.
- Do not use chalk or powder in the facility
- Bring a workout towel and wipe off equipment when you are finished.

When you are in the Fitness Centre, please....

- Do not use equipment unless you are knowledgeable in its proper use.
- Do not monopolize a piece of equipment.
- Ask if you may 'work-in' and always let others 'work-in'.
- When 'working-in' with someone, return the seat and weight to the previous owner's set-up.
- Do not pound the weight stack at each repetition.
- Do not remove the weights, benches or other equipment from their proper location.
- Re-rack the weights and return all other accessories to their proper location.
- Avoid making loud sounds (banging weights, yelling, dropping dumbbells etc.)
- Do not lean on the mirrors or lean anything against them. They are very fragile.

When you are leaving the Fitness Centre, please....

- Clean up after yourself.
 - If you are the last to leave, please turn off the television set and fans.
 - Close the door.
2. No children under 13 are permitted without an adult present at all times in the Fitness Centre.

3. No animals are allowed.
4. Fitness Centre hours: 6:00 a.m. to 11:00 p.m.; it is closed for maintenance weekdays 12:00 noon to 12:30pm; weekends 10:00am to 10:30am.

SWIMMING POOL, HOT TUB AND SAUNA

1. A cleansing shower in the swimming pool change room is mandatory before entering the swimming pool, hot tub or sauna.
2. All persons with open sores, bandages, head colds, discharging ears or noses, or infected eyes are forbidden to enter the Swimming Pool area.
3. Running, fighting or any form of conduct likely to cause an accident in the Swimming Pool area is forbidden.
4. No children under 13 are permitted without an adult present at all times in the Swimming Pool area.
5. No animals are allowed.
6. No drinks or food are permitted at any time.
7. Persons with long hair must wear bathing caps.
8. No diving.
9. After using the Swimming Pool or Hot Tub, footwear and towels must be used when returning to the building.
10. Strata Corporation reserves the right to deny use of the facility to anyone at any time.
11. Warning – No Lifeguard on Duty.
12. Swimming Pool area hours: 6:00 a.m. to 11:00 p.m. It is closed for maintenance weekdays 12:30pm to 1:30pm; weekends 10:30am to 11:30am.
13. There are no glass items permitted in the pool area at any time.
14. There are no soap items permitted in the pool area at any time.

Repeated non-compliance with the rule may result in restricting access to the fitness centre.

Rule No. 4: VISITOR PARKING

1. All visitors wishing to park their vehicle in the visitor parking may do so FOR UP TO FOUR HOURS and must sign in and report the particulars at the parkade desk.
2. All visitors wishing to park their vehicles in the visitor parking overnight must indicate so by checking the box on the parking log at the parkade desk. Parking for two or more nights requires an official parking permit from the Building Staff.
3. All vehicles parked in the visitor parking stalls without having checked the box on the parking log at the parkade desk (1 night) or acquiring permit (2 or more nights) will be towed at 6:00 a.m.
4. Permits may only be issued for a maximum of five nights per month, per suite.
5. Residents, occupants, and contractors providing service to individual owners, are not allowed to park their vehicles in the visitors parking.

Rule No. 5: PARKADE GATE PROCEDURE

All drivers, bicycle riders and pedestrians must wait for the parkade gate to close completely when entering or exiting the parkade. Drivers must not tailgate, honk, or otherwise attempt to follow behind another car. All drivers must swipe their fob/card, or use the entry intercom to be allowed in. Residents are responsible for ensuring their guests comply with these rules.

Rule No. 6: MOVING PROCEDURES

All moves must take place between 9:00 a.m. and 8:00 p.m. Monday to Friday and between 4:00 p.m. and 8:00 p.m. on Saturdays, Sundays, and holidays.

Special arrangements can be made for moving between 9:00 a.m. and 4:00 p.m. on Saturday, Sunday, or holiday. There will be an additional charge of \$100.00 for this arrangement payable to BCS-460.

Rule No. 7: ACCESS FOB ENTITLEMENT

All owners are entitled to purchase a limited number of access fobs equal to the number of bedrooms in the unit plus two (a one-bedroom unit is entitled to no more than three fobs, a two bedroom unit is entitled to no more than four fobs, a three bedroom unit is entitled to no more than five fobs, etc.) The cost for each fob purchase is \$75.00.

Rule No. 8: EMERGENCY INFORMATION

Any resident/owner/tenant requesting or requiring an access fob will be required to complete a contact sheet in detail prior to receiving the access fob(s). This information will be used to contact the appropriate person in case of an emergency situation.

Rule No. 9: PETS IN BUILDING

This rule applies in addition to provisions of the strata bylaws R. 8 – Pets.

Without prior permission from the Strata Council, pets are not permitted in:

- Party Room
- Meeting Room
- Guest Suite
- Swimming Pool, or
- Exercise Room

Pets must be taken in or out of the building through the third floor back lane entrance or through parkade level P1, with the following exceptions:

- (1) Pets are permitted to be carried through the lobby at all times; and
- (2) Pets are permitted to be walked through the lobby, on leash, between 11pm and 6am

Residents are not permitted to loiter in the lobby with their pets.

Rule No. 10: SKATEBOARDS AND ROLLER BLADES

Roller blades are not to be worn in the building. Residents are requested to put on their roller blades outside the building. Similarly, residents should not ride skateboards inside the building.

Rule No. 11: DELIVERIES AND TRADES

Appliances, furniture, carts and dollies are not allowed through the lobby. All such items whether brought by residents or trades people, should be taken through the back lane entrance at Level 3, or parkade entrances at levels P1, P2 or P3.

Rule No. 12: INSPECTIONS

A fee of \$75.00 will be charged for building inspections requested by real estate agents or by potential unit buyers if the Building Staff is required to be in attendance. This fee must be paid to “BCS-460” before the inspection.

RULE No.13: RENOVATIONS/ALTERATIONS

This rule applies in addition to provisions of the strata bylaws **R.6.3 – Obtain approval before altering a Strata Lot or Common Property** and **R.4 – Use of Property**.

This rule applies to the owner of a Classico unit where any significant renovations or alterations are being done; the determination of "significant" will be at the discretion of Classico strata council.

Before any renovations/alterations commence, the owner must submit to building staff a \$500.00 damage deposit payable to "BCS-460". This will be returned after work completion and common areas checked for damages, and any damage repairs deducted.

At least 72-hour notification must be given by the owner to the building staff indicating the project start date, its entire approximate duration and schedule.

For renovations lasting more than 2 consecutive weeks, and which require the use of elevators for transportation of materials and equipment, there will be a charge of \$50.00 per additional week payable to BCS-460.

The owner must ensure that the hours of work are restricted to 8:00 a.m. to 5:00 p.m., Monday through Friday, and 11:00 a.m. to 5:00 p.m. on Saturdays.

To perform renovations/alterations on Sundays and on statutory holidays, the owner must apply for permission in writing to the council at least five business days before the Sunday or holiday date.

The owner performing or contracting with others to perform renovations or alterations will be responsible for ensuring that all required permits and licenses are obtained. The owner must ensure that the Classico property management agent has a contact phone number for whoever is supervising the renovations/alterations.

Contractors providing service to the owner are not allowed to park their vehicles in the visitors parking.

The owner must not permit any construction debris, materials or packaging to be deposited in the strata corporation's disposal containers.

The owner must ensure that the delivery and removal of any construction materials is through the back lane entrance and, if in an elevator, the owner must ensure the elevator is protected with proper wall pads and floor coverings. The owner must not permit any renovations/alterations materials to be transported through the main lobby.

The owner must ensure that any common areas that may be affected by the renovations/alterations are protected from any spillage or dripping, and kept clean daily. This includes corridors, elevators, stairs, lobbies, and paths through the entrance areas.

The owner must not open the door of the suite to vent smoke or dust into the corridor. This may activate main building fire alarm system. The strata may fine the owner, as the fire department charges for false alarms.

An owner in contravention of any above rules shall be subject to a fine of \$50.00 for each contravention, as well as responsible for any clean-up or repair costs.

Rule No. 14: RECYCLING

Recycled Materials - Residents shall deposit recyclable materials in the appropriate blue bins located in the garbage room. Cardboard boxes shall be flattened and deposited in the green container located in the visitors parkade.

Non-Recycled Materials - Materials other than ordinary household garbage, such as paint, electronics, batteries, metals, wood, furniture, renovation materials, some books, etc., shall be removed from the strata premises and disposed of at the resident's own expense.

Organic waste (food scraps) - Residents shall dispose organic waste in green bins located in the visitors parkade - NO PLASTIC SHOPPING BAGS OR PLASTIC OF ANY SORT.

Rule No. 15: SURVEILLANCE SYSTEM AND CAMERAS

Strata bylaw:

S.20.3 Strata corporation is authorized to install and use video surveillance cameras and access control systems in line with the provisions of the BC Personal Information Protection Act ("PIPA").

Strata policy:

Only personnel and contractors authorized by the council are allowed to use various sections of the surveillance system:

Klassen Technologies and Westcoast Communications Inc. – maintenance and repairs of the entire surveillance system, as authorized by the council and/or property manager

Building Manager and Site Supervisor - residents data entry, key fob programming, re-setting of the Keyscan program and camera monitoring system as required, verification of infractions

Security Guards – monitoring Keyscan on-line transactions as required, monitoring video cameras display only for detection of security breaches and for verification of infractions

No person is allowed to “track” the movement of residents using Keyscan system or create a record of data from the Keyscan system or from the video recording equipment without council explicit authorization.

The strata corporation makes no representation or guarantees that any of the systems will be fully operational at all times. The strata corporation is not responsible or liable to any owner, tenant, occupant, or visitor in any capacity (including a failure to maintain, repair, replace, locate or monitor any of the systems, whether arising from negligence or otherwise) for personal security or personal property in any area monitored by any of the systems.

There are currently 24 active cameras. All camera videos are available on the office monitor and on a monitor located in the Telephone/Cable Room. Only camera views from the enter-phones, the party room 1, swimming pool, and exercise room are visible on residents' T/V screens. They are accessed as follows:

- Shaw - channel 116 or 399,
- Novus – channel 69
- Other providers - contact the cable provider for further information.

| Channel | Location | Colour |
|-----------|------------------------------|--------|
| 1 (101) | Enter-phone W | Colour |
| 2 | Enter-phone E | Colour |
| 3 | Lobby S | Colour |
| 4 | Lobby N | Colour |
| 5 | Enter-phone - Visitors Gate | Colour |
| 6 | Visitors Gate | Colour |
| 7 | Visitors Parkade W | Colour |
| 8 | Visitors Parkade E | Colour |
| 9 | Parkade P1 N - door | Colour |
| 10 | Parkade - Residential Gate | Colour |
| 11 | Parkade P1 - Staircase 5 | Colour |
| 12 | Parkade P2 - Staircase 5 | Colour |
| 13 | Parkade P3 - Staircase 5 | Colour |
| 14 | Lockers - Level 2 | Colour |
| 15 | Entrance Level 3 - back lane | Colour |
| 16 | Garbage Room | Colour |
| 17 (102) | Exercise Room | B&W |
| 18 | Swimming Pool | B&W |
| 19 | Party Room - 1 | B&W |
| 20 | Back Lane - Comm. Loading | Colour |
| 21, 22 | Back Lane - T/H E & W | Fake |
| 23 (Elev) | Elevator A | Colour |
| 24 | Elevator B | Colour |
| 25 | Elevator C | Colour |

Rule No. 16: COMMERCIAL SECTION SIGNAGE

All Commercial units' signage must be approved by the Strata Council prior to installation.

Rule No. 17: ELECTRICAL VEHICLE CHARGING - USER FEE

- (a) An owner, tenant, or occupant must register with the Strata Corporation each electric vehicle or electric scooters that the owners, tenant, or occupant owns or operates and that the owner, tenant or occupant parks in the common property parking spaces.
- (b) The Strata Corporation is entitled to charge \$70/month per vehicle to an owner, tenant, or occupant for the use of the electrical outlet located in the common property parking spaces to charge up the electric vehicles or scooters.

Rule No. 18: LANDSCAPING

The following limited common property locations require landscape maintenance. Hedging, trimming, pruning, and planting of trees, shrubs and plants by residents are not permitted. Residents' and landscape contractor's responsibilities are governed as stated below:

Level 5 terrace - Garden

Level 2 terrace - Planters along townhouses 1 – 5

Back lane - Planters along townhouses 1 – 5

Jervis Street - Planters along townhouses 6 - 10

Responsibility and arrangements:

To be attended by the landscaping contractor as required within the contractual scope of service. Contractor's access to Level 5 terrace to be arranged with the building manager. Any extra services should be requested through the strata agent and approved by the strata council.

Level 3 - Roof planters above townhouses 1 – 5

Responsibility and arrangements:

Residents of respective townhouses are responsible for watering trees and plants. (There is no irrigation in these locations.) Any replacement of plants in roof planters should be requested through the strata agent and approved by the strata council.